



**CITY OF STERLING  
SIGN PERMIT APPLICATION**

All Sign Permit Applications are reviewed on Wednesday's ONLY

**BUSINESS INFORMATION:**

BUSINESS NAME \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ PHONE # \_\_\_\_\_

BUILDING/UNIT SIZE (SQFT) (WALL SIGNS ONLY)

WIDTH OF FACADE TO RECEIVE SIGNAGE (WALL SIGNS ONLY)

**SIGN CONTRACTOR INFORMATION:**

SIGN CONTRACTOR/DESIGNER

CONTACT PERSON

PHONE #

ADDRESS

CITY, STATE, ZIP

E-MAIL

**ELECTRICAL CONTRACTOR INFORMATION:**

BUSINESS NAME

CONTACT PERSON

PHONE #

ADDRESS

CITY, STATE, ZIP

E-MAIL

**TYPE OF SIGNAGE:**

WALL SIGNS

FREE STANDING SIGNS

ILLUMINATION

\_\_\_\_ None

\_\_\_\_ LED

Height: \_\_\_\_\_ Ft.

Sign Height: \_\_\_\_\_ Ft. above ground

\_\_\_\_ Neon

\_\_\_\_ Indirect

Width: \_\_\_\_\_ Ft.

REFACE SIGNAGE: \_\_\_\_\_

\_\_\_\_ Fluorescent

\_\_\_\_ Other

ELECTRONIC SIGN \_\_\_\_\_ Ft.

WINDOW Size \_\_\_\_\_ Ft.

AWNING Size \_\_\_\_\_ Ft.

CANOPY Size \_\_\_\_\_ Ft.

PROJECTING SIGNS Clearance above walkway or driveway: \_\_\_\_\_ Ft.

Projection distance from building: \_\_\_\_\_ Ft.

DISTANCE FROM ROW: \_\_\_\_\_

Estimated Cost/Value of Project: \$ \_\_\_\_\_

Permit Fees: \_\_\_\_\_

**FINAL SCOPE OF WORK:**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY:**

Date Received: \_\_\_\_\_

By: \_\_\_\_\_

Approval Date: \_\_\_\_\_

By: \_\_\_\_\_

**NOTE:** All applications must be accompanied by a site plan, existing signage with dimensions, proposed new signage with dimensions to process. Building & Zoning Office #815-632-6624.